



The  
University  
Of  
Sheffield.

Health  
& Safety.

## **The Council, 24 April 2017**

### **Report of the Health and Safety Committee**

**Date:** 13 February 2017

**Chair:** Mr Dodman

**Secretary:** Mrs J Kearney

#### **1. Progress of Management of Health Surveillance Update**

A paper was presented which provided an update on progress to date, including the next steps, which are to commence in June 2017.

The Committee was informed that work is carried out in identified areas and departments and that HR work very closely with colleagues within Health & Safety to identify where health surveillance is required.

It was confirmed that all health surveillance is risk based dependent on the activities carried out.

#### **2. Significant Accidents and Incidents**

A paper was presented which outlined the number of accidents and incidents and near misses that had occurred since the last meeting.

Three of the recorded accidents had resulted in formal notification to the Health and Safety Executive under RIDDOR.

#### **3. Students' Union Health and Safety Update**

A paper was presented to the Committee.

A full audit of all outlets within the Students' Union (SU) which sold and/or prepared food and drink had been undertaken.

There was a false fire activation due to performance smoke escaping the venues during setup for a live music event on 26 November 2016. This was managed on the night with extra staff brought in to monitor the situation.

An Investigation the following week identified a problem with fire compartmentation

in University House where venue smoke can move from level 2 up to level 6 where it appears to gather in 2 plant rooms. The situation is being managed with agreement from Mr Paul Salter, Fire Safety Officer in Health & Safety and SU.

The University is appointing a specialist contractor to gain approval for a more extensive investigation of the fire compartmentation in that area of University House.

#### **Post meeting Note from EFM to Mr Salter on 13 February 2017:**

*Further to the recent visit and subsequent proposal to carry out remedial fire stopping works to the Students' Union Building. The work will not be proceeding.*

*It has been decided that this will be raised with the construction contractor as a latent defect.*

The Committee were informed of planned health and safety activities.

#### **4. Report of the BioSafety Committee**

The Committee accepted the Report and no comments had been raised.

#### **5. Report of the Radiation Working Group**

The Committee accepted the Report and no comments had been raised.

#### **6. Report of the Fire Key Risk Review Group**

A paper was presented to the Committee.

Health & Safety continue to monitor the overall University mandatory compliance of departments with the annual completion of the online Fire Safety Awareness training. In January 2016 the Head of Health & Safety had written to 28 Heads of Departments as their compliance statistics were below the University average. The University average currently stands at 70% which is a marked improvement in overall compliance. Mr Lilley asked the Committee to encourage staff to complete the mandatory online training which should be up to 90%.

It was suggested that a league table to highlight Departments that had not met compliance with the mandatory training could be taken to the UEB and Vice Presidents for their attention. Health & Safety would be able to supply the current statistics.

It was confirmed that workers who are employed on a University contract for two months or more can have access to the online training system by asking their Departmental Safety Officer (DSO) to contact Health & Safety. DSOs must inform Health & Safety when individuals leave. If individuals are working at the University for less than two months then an induction must be carried out by the Department responsible.

It was confirmed that GTA's if employed by the University can access the training system.

#### **7. Report of the Energy and Utilities Key Risk Review Group**

A paper was presented the paper to the Committee.

The Committee were informed that the most significant risk for the University in terms of energy and utilities is the continued difficulties with the district energy network managed by Veolia and owned by Sheffield City Council (SCC).

A meeting had taken place on 18 January 2017 relating to SCC terminating their contract 19 years early with Veolia Environmental Services. There is a dispute between both parties and it may take some time to disentangle arrangements with Veolia before new arrangements can be put into place.

The University will continue to work diligently to ensure the best possible service recognising the significant challenges associated with such an extensive reliance upon this network.

## **8. Waste Management Strategy Update**

The Committee were informed that the Waste Management Strategy had been presented at the University Executive Board (UEB) two weeks ago. The contents of the papers were to endorse the strategy and dovetail to wider government issues subject to review and change.

The Vice President, Professor Wyn Morgan is to use the strategy to embed within other environment boards. Miss Winnert will play a key role within the groups.

## **9. Any Other Business**

No other business had been raised.